

MINUTES
HOUSING AND COMMUNITY DEVELOPMENT COMMISSION (HCDC)
Meeting – April 23, 2008
Fresno City Hall, Conference Room 2165N (Rm. 'A' – 2nd Floor)
2600 Fresno Street
Fresno, California 93721

A. CALL TO ORDER

With a quorum being present, the meeting was called to order by CHAIR Morris at 5:00 p.m.

Commissioners

Present:	Gwen Morris, CHAIR Blanche Milhahn, VICE-CHAIR Keith Chun, Commissioner Wayne Jones, Commissioner (Arrived 5:03 p.m.) Armando Rodriguez, Commissioner (Left 5:55 p.m.)	Absent: Daniel Payne, Commissioner
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Staff

Present:	Keith Bergthold, Interim Manager Housing and Community Development Corrina Nunez, Project Manager Housing and Community Development Linda Lawrence, Recording Secretary	Absent:
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B. COMMUNICATIONS

None.

C. APPROVAL OF MINUTES

1. Minutes of March 26, and April 2, 2008, were approved as presented.

D. GENERAL ADMINISTRATION

1. **APPROVE AMENDMENT II TO EXCLUSIVE NEGOTIATION AGREEMENT WITH ROEM DEVELOPMENT CORPORATION TO PROVIDE FOR ADDITIONAL TIME TO COMPLETE A DISPOSITION AND DEVELOPMENT AGREEMENT FOR THE CITY SPONSORED TRANSIT VILLAGE PROJECT ON KINGS CANYON ROAD**

Corrina Nunez, Housing and Community Development, provided the report to Commissioners. Staff recommends HCDC recommend City Council approve Amendment II to the Exclusive Negotiation Agreement (ENA) with ROEM Development Corporation to provide for additional time to complete a Disposition and Development Agreement (DDA) for the Transit Village Project on Kings Canyon Road; and authorize the execution of the Amendment II by the Planning and Development Director. In August 2007, ROEM was selected as developer for the project. In October 2007, the City entered into an ENA with ROEM to develop a DDA. The DDA was to be completed by February 12, 2008. The DDA is complex, in that it has two components to incorporate, the housing, and the transit/park portion. At this time, the Agreement is still in draft form. The ENA was extended to March 31, 2008. ROEM is requesting a second amendment to the ENA since the DDA was not completed by March 31, 2008. ROEM anticipates completion of the DDA by May 31, 2008. If the DDA is not completed by this date, there will need to be an Amendment III. Commissioners had questions and discussion followed. Keith Bergthold assisted in answering Commissioners' questions. Due to FY 2008 budget issues, Mr. Bergthold recommended that the Commissioners hold this item until the next HCDC meeting.

Motion: Motion was made to recommend approval of Item D1 by Commissioner Chun. After further clarification of the item, he withdrew his motion.

Motion: Motion was made by Commissioner Rodriguez to table Item D1 until the next HCDC meeting on May 14, 2008.

Second: Vice-Chair Milhahn seconded the motion.

Ayes:	Morris, Milhahn, Chun, Jones, Rodriguez
Noes:	None
Abstain:	None
Absent:	Payne

2. PRESENTATION ON THE DRAFT 2008-2013 CITY OF FRESNO HOUSING ELEMENT OF THE GENERAL PLAN

Corrina Nunez, Housing and Community Development, provided the report to Commissioners. Ms. Nunez informed Commissioners of a special joint HCDC/Housing Element Advisory Committee meeting on May 12, 2008, to review changes to the draft. Corrina asked Commissioners to review Chapters 5 and 6 in preparation for the meeting. She handed out a revised schedule, which lists completion dates for the Housing Element, and a hard-copy of Housing Element PowerPoint, which will be presented at the special meeting on May 12, 2008. This was an informational item to provide the Commissioners with the process and requirements associated with the adoption of the Housing Element. The draft 2008-2013 Housing Element has been distributed to various agencies and posted on the City's website for public comment. Comments on the draft will be received until June 1, 2008, after which the consultant (Quad Knopf) will prepare the final Housing Element. On June 10, 2008, staff will present a final Housing Element to Council for proposed adoption. The City-adopted Housing Element is due to the State, Department of Housing and Community Development, on or before June 30, 2008. Commissioners had questions and discussion followed. No vote was required for this item at this meeting.

3. CONSIDER RECOMMENDING A RESOLUTION TO ESTABLISH RULES OF PROCEDURE FOR REDEVELOPMENT AGENCY AGENDA – PRESENTATION BY REDEVELOPMENT AGENCY

Terry Cox, Redevelopment Agency (RDA), provided the report to Commissioners. Staff recommends HCDC recommend a resolution to establish rules of procedure that parallel those established for the Council agenda. In an effort to mirror the policies and procedures already recognized, RDA has met with the City Clerk's office and other City Departments. The procedures provide for efficiencies in processing the agenda. Commissioners had questions and discussion followed.

Motion: Motion was made to recommend approval of Item D3 by Vice-Chair Milhahn.
Second: Commissioner Jones seconded the motion.
Ayes: Morris, Milhahn, Chun, Jones, Rodriguez
Noes: None
Abstain: None
Absent: Payne

4. CONSIDER RECOMMENDING THAT THE AGENCY BOARD ADOPT A RESOLUTION TO ESTABLISH COMMERCIAL DEVELOPMENT DESIGN GUIDELINES FOR VENTURA BOULEVARD/KINGS CANYON ROAD CORRIDOR FROM FIRST STREET TO PEACH AVENUE, LOCATED WITHIN THE SOUTHEAST FRESNO REVITALIZATION REDEVELOPMENT PROJECT AREA

Lupe Perez, Redevelopment Agency (RDA), provided the report to Commissioners. Staff recommends HCDC recommend that the RDA adopt a resolution to establish Commercial Development Design Guidelines, and approve these Guidelines for the Ventura Boulevard/Kings Canyon Road Corridor from First Street to Peach Avenue. The area is located within the Southeast Fresno Revitalization Redevelopment Project Area. In March 2008, HCDC recommended that the RDA adopt the guidelines for use specifically along the Ventura Boulevard/Kings Canyon Road Corridor. It was requested that the RDA bring the guidelines back for final review. There were modifications to the guidelines to reflect the input given by the Planning and Development Department. The guidelines are intended to assist the RDA and the City during review and consideration of special permits and proposals. Commissioners had questions and discussion followed. Bonique Salinas, Planning Division, and Keith Bergthold, Housing and Community Development, assisted in answering Commissioners' questions. Mr. Bergthold acknowledged Bonique Salinas and Danielle Thiesen, Planning Division, for the efforts they have provided on this project.

Motion: Motion was made to recommend approval of Item D4 by Vice-Chair Milhahn.
Second: Commissioner Jones seconded the motion.
Ayes: Morris, Milhahn, Chun, Jones, Rodriguez
Noes: None
Abstain: None
Absent: Payne

5. **CONSIDER RECOMMENDING THAT THE AGENCY BOARD APPROVE AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A PURCHASE AND SALES AGREEMENT FOR 4007 AND 4017 E. VENTURA AVENUE KNOWN AS ASSESSOR PARCEL NUMBER 461-272-16 & 17; OWNED BY RACHEL ADAMS, AND LOCATED WITHIN THE SOUTHEAST FRESNO REVITALIZATION REDEVELOPMENT PROJECT AREA**

Lupe Perez, Redevelopment Agency (RDA), provided the report to Commissioners. Staff recommends HCDC recommend that the RDA approve a Purchase and Sales Agreement for the purchase of Assessor Parcel Numbers 461-272-16 and 17. Ms. Perez handed out a revision of the Agreement per the City Attorney's office. The RDA requested authorization to purchase the adjacent parcels located at 4007 and 4017 East Ventura Boulevard. These properties are located on the northeast corner of Ventura and 10th Streets, and within the Southeast Fresno Revitalization Redevelopment Project Area. The acquisition of these parcels are for blight removal along a highly visible corridor, and the prospect of a higher density use of the land that would be consistent with the Southeast Fresno Revitalization Plan. Commissioners had questions and discussion followed.

Motion: Motion was made to recommend approval of Item D5 by Vice-Chair Milhahn.
Second: Commissioner Chun seconded the motion.
Ayes: Morris, Milhahn, Chun, Jones, Rodriguez
Noes: None
Abstain: None
Absent: Payne

6. **CONSIDER RECOMMENDING THAT AGENCY BOARD APPROVE AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A PURCHASE AND SALES AGREEMENT FOR THE PROPERTY KNOWN AS ASSESSOR PARCEL NUMBER 468-192-14 OWNED BY MAUREEN KILCOYNE, CATHERINE P. CULLETON, ADMINISTRATOR OF THE ESTATE OF PATRICK G. CULLETON, THERESA DIERIEX, AND FRANCES C. SILVEIRA. THE PROPERTY IS WITHIN THE CONVENTION CENTER REDEVELOPMENT PROJECT AREA**

David Martin, Redevelopment Agency (RDA), provided the report to Commissioners. Staff recommends HCDC recommend that RDA grant conditional authorization to the Executive Director to enter into a Purchase and Sales Agreement for the purchase of Assessor Parcel Number 468-192-14. The RDA requested authorization to purchase the parcel located at 2518-2522 Ventura Street, which is within the Convention Center Redevelopment Project Area. The acquisition of this property will help reduce blight in the area and facilitate redevelopment on the Ventura corridor. The parcel may serve as interim parking for future development. Surrounding the property are numerous mixed-use projects in various stages of development. The estimated cost for demolition and clearing of the site is approximately \$50,000 with an additional \$3,000 to \$5,000 estimated for closing costs. RDA will provide relocation to any eligible tenants that are displaced as a result of this acquisition. This project is consistent with the goals and objectives in the Convention Center Redevelopment Plan Vision 2010. Commissioners had questions and discussion followed. Jerry Freeman, RDA, assisted in answering Commissioners' questions.

Motion: Motion was made to recommend approval of Item D6 by Commissioner Rodriguez.
Second: Vice-Chair Milhahn seconded the motion.
Ayes: Morris, Milhahn, Chun, Rodriguez
Noes: Jones
Abstain: None
Absent: Payne

7. **CONSIDER RECOMMENDING THE COUNCIL ADOPT AN ORDINANCE TO DELETE THE DEBT INCURRENCE LIMIT PURSUANT TO SB 211, FROM THE FRESNO AIR TERMINAL REDEVELOPMENT PLAN**

Jerry Freeman, Redevelopment Agency (RDA), provided the report to Commissioners. Staff recommends HCDC recommend that Council adopt an ordinance that will delete the Debt Incurrence Time Limit pursuant to SB 211 from the Fresno Air Terminal Redevelopment Plan. As required by Redevelopment Law, in December 1994, Council adopted amendments to the Fresno Air Terminal Redevelopment Plan (FATRA) by Ordinance No. 94-123. One of the amendments provided for shortening the time duration for the Debt Incurrence Time Limit from July 2028 to August 2008. In 2001, SB 211 was passed, which permits an amendment to delete the Debt Incurrence Time Limit for redevelopment plans adopted prior to 1993. Without a plan amendment to delete the Debt Incurrence Time Limit from the FATRA Plan, RDA's financial and redevelopment activities would be curtailed beginning August 2008. Once the Debt Incurrence Time Limit is reached, the RDA is prohibited from incurring any new indebtedness. Without the removal of the Debt Incurrence Time Limit, it is unlikely that substantial development will occur in the FATRA Plan area. Adoption of the proposed ordinance will enable the RDA to incur debt to the Plan's expiration date of July 2029. Commissioners had questions and discussion followed.

Motion: Motion was made to recommend approval of Item D7 by Vice-Chair Milhahn.
Second: Commissioner Jones seconded the motion.
Ayes: Morris, Milhahn, Chun, Jones
Noes: None
Abstain: None

Absent: Payne, Rodriguez

8. **CONSIDER RECOMMENDATION TO AWARD A CONTRACT TO THE SUCCESSFUL BIDDER FOR BID FILE NUMBER:8989, PROPERTY MAINTENANCE AND WEED CONTROL (RDA PROPERTIES THROUGHOUT CITY OF FRESNO), REDEVELOPMENT AGENCY OF THE CITY OF FRESNO**

Richard Yee, Redevelopment Agency (RDA), provided the report to Commissioners. Staff recommends HCDC recommend that the RDA award a contract to the lowest responsible bidder for maintenance of RDA-owned properties throughout Fresno. At this point, the RDA has acquired ownership of approximately 108 parcels. Maintenance and Code Enforcement requirements of the parcels have become a problem. In order to provide more efficient property maintenance, the RDA requested the Purchasing Division of the City of Fresno to issue a Request for Qualifications/ Proposal (RFQ/P) for these services. This request initiated the City's Bidding Process, which resulted with Bid File Number 8989. There are three separate Bid Items to allow for more specific bidding of the services required. The Bid Items are: 1) Property maintenance and security; 2) Year-round weed control; and 3) Inspection of each RDA property at least once per month by a supervisory employee. Commissioners strongly encouraged the selection of a local bidder. It was determined after the contract selection has been awarded, the item will be returned to HCDC for review. Terry Cox, RDA, assisted in answering Commissioners' questions.

Motion: Motion was made to recommend approval of Item D8 by Commissioner Jones.

Second: Commissioner Chun seconded the motion.

Ayes: Morris, Milhahn, Chun, Jones

Noes: None

Abstain: None

Absent: Payne, Rodriguez

E. INFORMATIONAL REPORTS

None.

F. COMMISSIONERS' ITEMS

None.

G. UNSCHEDULED ORAL COMMUNICATIONS

None.

H. ADJOURNMENT

Next Regularly Scheduled Commission Meeting: **May 14, 2008.**

There being no further business to bring before the Housing and Community Development Commission, the meeting adjourned at 6:10 p.m.

Attest: Gwen Morris, CHAIR

Attest: Keith Bergthold, Interim Manager
Corrina Nunez, Project Manager
Housing and Community Development